

BURRILLVILLE REDEVELOPMENT AGENCY MEETING MINUTES

Meeting Place: Town Council Chambers, Town Hall

Meeting Date: February 1, 2005

Meeting Time: 7:00 PM

Members Present:

James A. Langlois, Chairman Cheryl Choquette

Howard Covitz Bob Peloquin

Jeffrey Barr, Vice Chairman David Fontaine

Members Absent:

Staff/Consultants Present:

Timothy F. Kane, Esq. Scott A. Gibbs, NEEDS

Michael C. Wood, Secretary

Others Present:

Call To Order:

Chairman James Langlois called the meeting to order at 7:00 PM.

Mike Wood introduced David Fontaine as a new, Alternate Member of the Burrillville Redevelopment Agency.

Approval of Minutes:

A motion was made by Jeffrey Barr, seconded by Howard Covitz, to approve the November 30, 2004 Meeting Minutes. The motion was unanimously approved.

Approval of Invoices/Bills:

No invoices/bills were presented for approval.

Citizen Comment:

Old Business:

1. Update on Downtown Pascoag Redevelopment District

Mike Wood indicated that a contract with the Cecil Group has been executed. Cheryl Choquette and Bob Peloquin requested copies of the Cecil Group proposal. For the benefit of David Fontaine, Mike Wood provided an overview of the process leading up to the designation of the 2 redevelopment districts: (1) Stillwater Mill Redevelopment District, and (2) Downtown Pascoag Redevelopment District.

2. Update on Stillwater Mill Redevelopment District

Mike Wood informed the members that the Library Bond Resolution was approved by the voters and that the Newport Collaborative was hired to design the new library. Mike explained that the library masterplan has been completed, which includes 2 parts to the new

library: (1) library and (2) office and meeting space. The environmental clean-up of the site is included in the library project. Mr. Wood explained that the Burrillville Town Council has established 2 committees: (1) building committee and (2) fundraising committee. Mike invited the BRA members to attend the Library Design Committee meetings to become better acquainted with the library project.

Scott Gibbs referenced a memorandum dated July 12, 2004 which outlined various proposed activities for the BRA. Gibbs suggested that the BRA focus on establishing design and development standards for the Stillwater Mill Redevelopment District. Gibbs also identified (1) establishing application and review procedures and (2) facilitating preliminary design of various public improvements, such as roads and landscaping, as appropriate tasks for the BRA to focus on. Tim Kane stated that the Town of Burrillville has an extensive design standards manual and that these existing standards should be the starting point for preparing design and development standards for the Stillwater Mill Redevelopment District. Jeffrey Barr suggested that Tom Kravitz attend the next BRA meeting to provide an overview of the current municipal design and development standards and to identify where these standards could be modified to accomplish the mission of the BRA. Tim Kane suggested that Scott Gibbs contact other redevelopment agencies to secure copies of application forms and “rules and procedures”.

New Business:

Mike Wood informed the Members of a proposed multi-family housing project off of River Street. Mike indicated that it appears that the project is allowed under zoning, however, it will need to be paired back in terms of number of units proposed.

Members were reminded to complete their tax documents as a prerequisite to receiving meeting stipends. Mike Wood referenced meeting attendance requirements as stipulated in the ordinance establishing meeting stipends. Mike explained that Members should be present at the beginning of the meeting and that their attendance or nonattendance needs to be reflected in the minutes. Mike further explained that the BRA Chairman is responsible for accurately monitoring and reporting on member attendance in conjunction with the meeting stipends ordinance.

After some discussion, it was agreed that 2005 BRA meetings will be held on the 4th Tuesday of the month at 7:00 PM and that meetings will be held in the conference room at the Town Annex.

Mike Wood requested that the agenda for the next meeting include the following issues: (1) vote on a Member attendance policy, and (2) officer selection. The next meeting should be posted as an “annual meeting”.

General Discussion:

James Langlois referenced construction activities at the Stillwater Heights project. Jeffrey Barr inquired on the status of discussions with the Harrisville Fire District. Mike Wood explained that the issue needs to be addressed with the Town Council prior to any additional discussions with the fire district.

Mike Wood provided a status report regarding the Clock Tower building. Mr. Wood indicated that the appraisal, once completed, may need to be reviewed by a second appraiser. Mike Wood stated that it would still be preferable to negotiate an agreement to purchase the property versus condemning the property.

Executive Session:

None

Adjournment:

On a motion by Jeffrey Barr, seconded by Howard Covitz, a motion to adjourn the meeting was unanimously approved. The meeting adjourned at 8:30 PM.

Minutes approved by:

Michael C. Wood, Secretary Date:

Date filed with Town Clerk: _____